



SOUTH FLORIDA WATER MANAGEMENT DISTRICT

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TOPICS

HOW TO DO BUSINESS WITH THE DISTRICT

- ➡ Overview Of Procurement Process
- ➡ Tips on Developing A Business Relationship With The District
- ➡ Sources to Help You Find Out More



The
Process

HOW TO DO BUSINESS WITH THE DISTRICT

PROCUREMENT POLICY & GUIDING PRINCIPLES

- ➡ Follows Generally Accepted Public Procurement Practices
- ➡ Ensures Business is Conducted with Integrity
- ➡ Ensures Open and Fair Competition
- ➡ Meets Customers' Needs for Quality Products and Services
- ➡ Adheres to Principles of Competitive Bidding Relative to Cost and Timely Delivery
- ➡ Maintains Public's Trust



HOW TO DO BUSINESS WITH THE DISTRICT

CENTRALIZED PROCUREMENT DEPARTMENT

- ➡ Office in West Palm Beach
- ➡ Director, Professional and Support Staff
- ➡ Vendors and Citizens Encouraged to Visit
 - ➡ Contact Office for Appointment

*The
Process*



HOW TO DO BUSINESS WITH THE DISTRICT

STANDARDS FOR COMPETITION

- ➔ General Procurements
 - ➔ Majority of Acquisitions
 - ➔ RFB, RFP, RFQ
- ➔ Consultants' Competitive Negotiation Act (CCNA)

The
Process



The
Process

HOW TO DO BUSINESS WITH THE DISTRICT

General Procurements

⇒ Competitive Thresholds:

⇒ ≤ \$10,000 --No Competition/Verbal Quotes

⇒ >\$10,000 to \$50,000 --3 Written Quotes (RFQ)

⇒ Small Purchases, Simplified Procedures

⇒ >\$50,000:

⇒ Request for Bids (RFB)- Precise Specs, Best Price

⇒ Request for Proposals (RFP)-Qualitative, Selection Committee, Negotiated Terms & Price

⇒ Pre-qualified List of Vendors (RFI)--Two Step Process



The
Process

HOW TO DO BUSINESS WITH THE DISTRICT

C.C.N.A.

- ➡ Section 287.055, Florida Statute
- ➡ Professional Services: Architectural, Engineering, Landscape Architecture & Registered Land Surveying Services.
- ➡ Selection Committee
 - ➡ Open Meetings, Diverse Composition Required
 - ➡ Weighted Criteria: Technical, Qualifications & Experience; Project Schedule; Location; Supplier Diversity; Previous District Work
- ➡ Price Negotiated After Selection



The
Process

HOW TO DO BUSINESS WITH THE DISTRICT

RESPONSIVE & RESPONSIBLE

- ➡ Selected Bidders Must Meet Both Criteria
- ➡ A Responsive Bid is a Bid Submitted by a Qualified Respondent, Which Meets All Requirements of the Solicitation.
- ➡ A Responsible Bidder is One Who Has the Capability In All Respects to Perform Contract Requirements and Provides Evidence of Integrity and Reliability to Ensure Good Faith Performance



HOW TO DO BUSINESS WITH THE DISTRICT

INDUSTRY GROUPS

- ➔ CONSTRUCTION (Water Control Structures, Levees)
- ➔ PROFESSIONAL SERVICES
 - ➔ CCNA
 - ➔ NON-CCNA (Legal, Information Technology)
- ➔ CONTRACTUAL SERVICES (Janitorial, Canal Mowing)
- ➔ COMMODITIES
 - ➔ EQUIPMENT

**What
Do
We
Buy?**



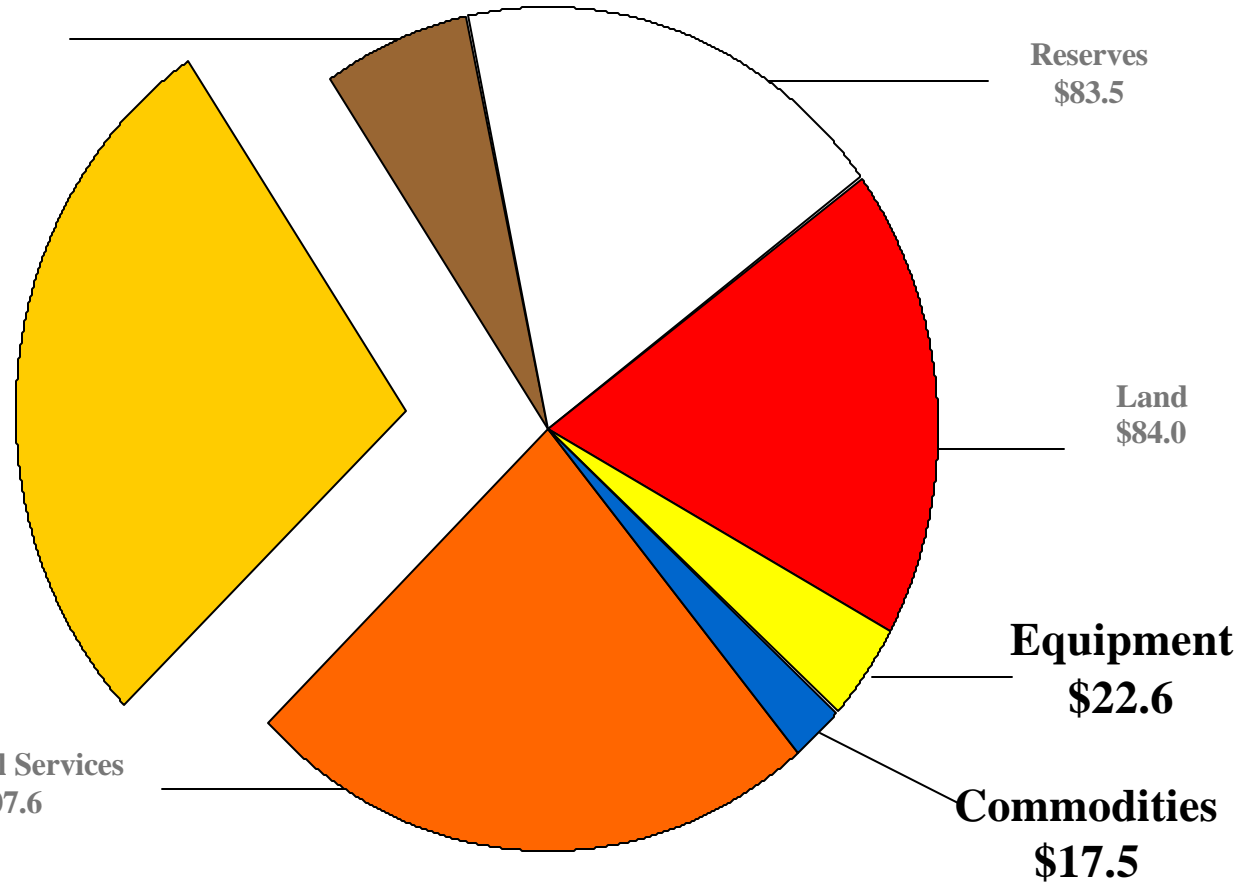
HOW TO DO BUSINESS WITH THE DISTRICT

BUSINESS OPPORTUNITIES FY2001

**What
Do
We
Buy?**

- ➡ Chemical Treatment, Material Testing
- ➡ Laboratory Analysis/Testing Services
- ➡ Tree Management Services
- ➡ Well Construction/Drilling
- ➡ Computer Programming Services
- ➡ Maintenance & Repair
- ➡ Printing & Binding Services
- ➡ Water Control Structures

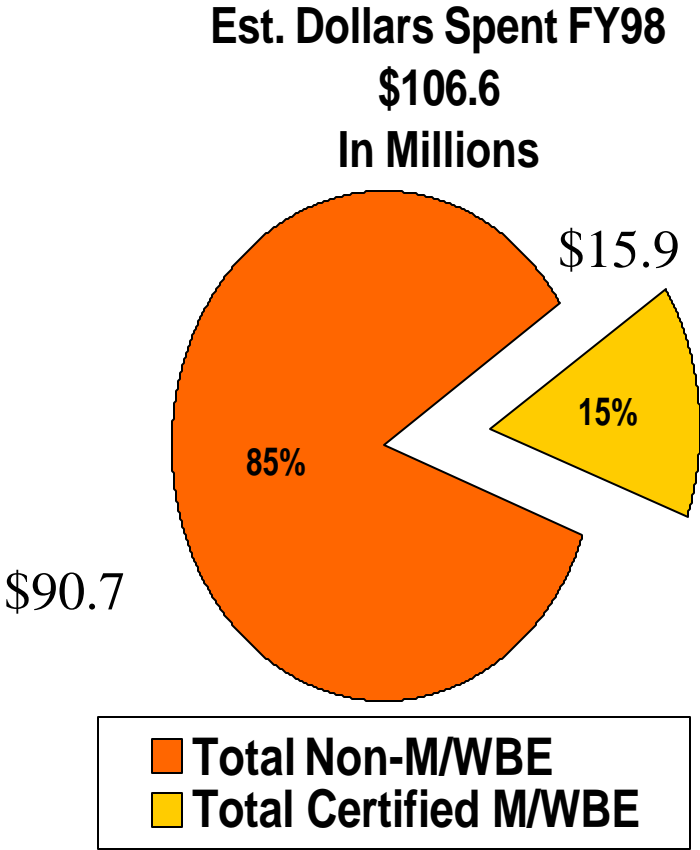
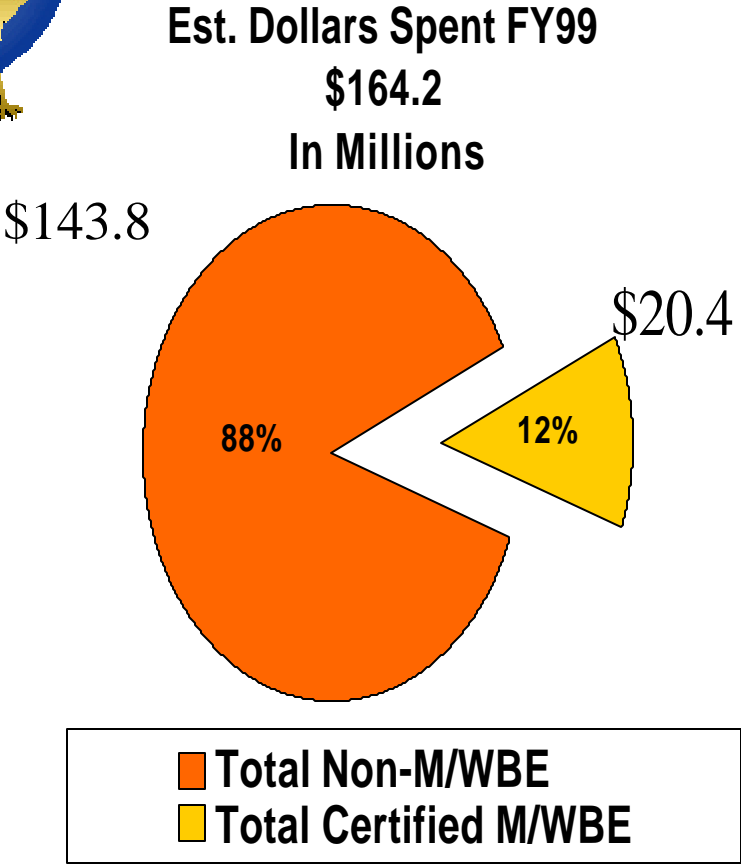
FY2000 Budget By Expense Type \$469.1 (In millions)



**How
Much
Annually?**



FY98, FY99
Competitive Procurements
Estimated Dollars Spent

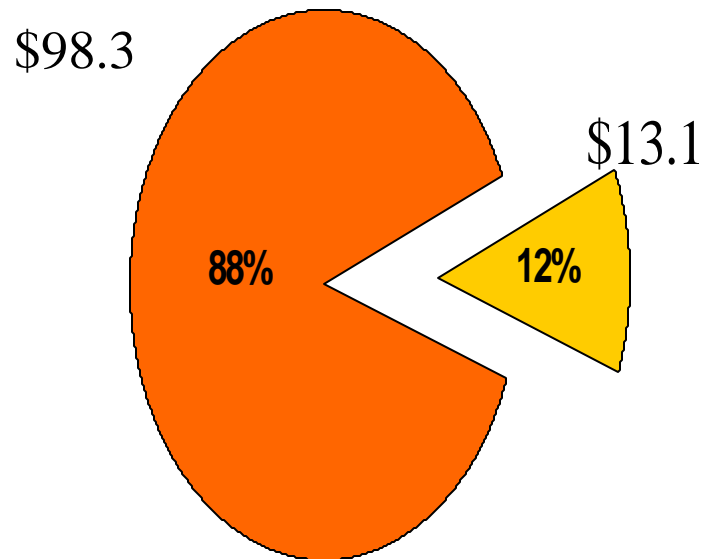


**How
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Annually?**



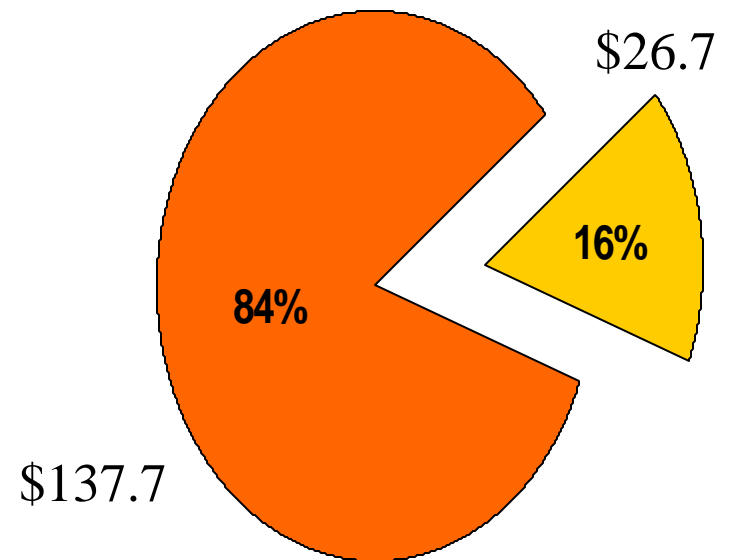
FY98, FY99
Competitive Procurements
Dollars Awarded

Dollars Awarded FY99
\$101.4
In Millions



■ Total Non-M/WBE
■ Total Certified M/WBE

Dollars Awarded FY98
\$164.4
In Millions



■ Total Non-M/WBE
■ Total Certified M/WBE



**Who
Makes
It
Happen?**

HOW TO DO BUSINESS WITH THE DISTRICT

ACQUISITION TEAM

- ➔ Contracting Department
 - ➔ Project Management, Technical Professionals
- ➔ Purchasing Team
 - ➔ 5 Purchasing Professionals
 - ➔ Approx. \$32 mil. Commodity Purchases Annually
- ➔ Contracting Team
 - ➔ 13 Contracts Professionals
 - ➔ Approx. \$96 mil. Service Contracts Annually
- ➔ Support Team
 - ➔ Equity in Contracting
 - ➔ Office of Counsel

HOW TO DO BUSINESS WITH THE DISTRICT

TIPS



Pre-Solicitation Phase

- ➔ Get To Know the District
 - ➔ Visit the Procurement Web Site
 - ➔ Contact the Bid Hotline
 - ➔ Check Legal Notices for Advertised Solicitations
- ➔ Complete Vendor Registration Form
- ➔ Get Certified as an M/WBE

How
Do
I
Get
Involved?



How
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HOW TO DO BUSINESS WITH THE DISTRICT

TIPS

Solicitation Phase

- ➔ Read Solicitations Carefully
- ➔ Attend Pre-Bid/Proposal Conferences
- ➔ Submit Questions During Inquiry Period
- ➔ Submit All Required Forms Timely--Properly Executed/Signed
 - ➔ NOTE: BID BOND FORM, STATEMENT OF INTENT,
 - ➔ Bid/Proposal Due Date & Time are Noted on the Front of Solicitation Document
 - ➔ Submittals Must Be Time Stamped By Procurement Department--2:30 p.m. is Acceptable, 2:31 p.m. is Late



HOW TO DO BUSINESS WITH THE DISTRICT

TIPS

Award Phase

- ⇒ Check Web Site for Project Status
- ⇒ Call Bid Hotline for Project Status
- ⇒ If Unsuccessful, Follow Up and Request a Debriefing
- ⇒ Review Successful Bids/Proposals
- ⇒ Don't Give Up

How
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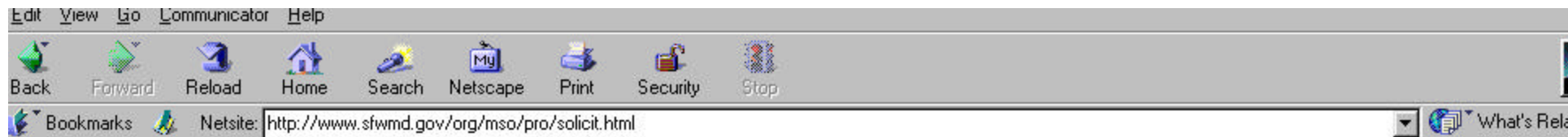


Find Out More ... **TIPS**

Procurement/Contracting:

- ⇒ Hotline: 1-800-472-5290
- ⇒ Purchasing: (561) 682-6390
- ⇒ Contracts: (561) 682-6391
- ⇒ Equity In Contracting: (561) 682-2847

www.sfwmd.gov



solicitation Calendar

ou may download any solicitation you see on our Solicitation Calendar.

***ase check the description below first, and write down the number of the solicitation(s) you will be
wnloading. You will be asked to provide the solicitation number(s) later in the "Solicitation
lease Form".***

[lick here to Download Solicitations](#)

***te: To view Solicitation Packages, Addenda and Pre-Bid/Pre-Proposal Conference Attendee Lists,
u will need Adobe Acrobat Reader, which is available below.***

Current Solicitation

JANUARY 5, 2001

Type	Solicitation Number <i>Click on No. for a Plan Holders/ Contractors List *</i>	Project Title <i>Click on Title for a Project Description</i>	M/WBE Goal	Issue Date	Pre-Bid Conf. On <i>Click on No. for a Pre-Bid/ Pre-Proposal Conference Attendee List</i>	Responses Due	Addenda Issued <i>Click on No. Below to view the Addenda</i>	Type of Service	Contract Specialist	Cost
RFB	C-11487	S-65E Lock Refurbishment, Okeechobee County	11%	12/19/00	1/11/01-O	1/18/01	N/A	Construction	Marilyn Ivory	N/A
RFB	C-12455	S68/S83 Concrete Repairs/Highland County	9%	12/20/00	N/A	1/16/01	N/A	Construction	Marilyn Ivory	N/A



	Contractors List*	Description			Pre-Proposal Conference Attendee List		How to View the Address			
RFB	C-11487	S-65E Lock Refurbishment, Okeechobee County	11%	12/19/00	1/11/01-O	1/18/01	N/A	Construction	Marilyn Ivory	N/A
RFB	C-12455	S68/S83 Concrete Repairs/Highland County	9%	12/20/00	N/A	1/16/01	N/A	Construction	Marilyn Ivory	N/A
RFP	C-12062	Hispanic Outreach Central Florida	10%	12/4/00	12/15/00-O	1/8/2001	1	Contractual	Johanna Labrada	N/A
RFP	C-12462	Professional Engineering & Testing Services	14%	12/15/00	1/3, 1/17 & 1/19/01-O	2/1/01	N/A	Contractual	Cathy Richards	N/A
RFP	C-10197	Seepage Study	13%	10/6/00	N/A	ON HOLD	1	Contractual	Patrick Ryan	N/A
RFP	C-10343	PC/Unix Maintenance and Help Desk Support	N/A	9/20/00	11/28/00-O	ON HOLD	1, 2, 3	Contractual	Gabe Ocasio Davila	N/A
RFB	01-010	Fairbanks Morse Spare Parts	N/A	12/27/00	N/A	1/18/01	N/A	Commodities	Rick Vojtas	N/A
---	AWS FY02	Alternative Water Supply Funding Program Guidelines/Application	12%	1/2/01	N/A	4/2/01	N/A	Grant	Cathy Richards	N/A
RFB	01-012	Limitorque Replacement Actuators	N/A	1/5/01	N/A	1/31/01	N/A	Commodities	Rick Vojtas	N/A

M = Mandatory Pre-Bid **O** = Optional Pre-Bid

Pending Solicitations***JANUARY 5, 2001***

Solicitation Type	Solicitation Number	Project Descriptions	Estimated Release Date	Type of Service	Contract Specialist
RFB	C-12373	Floridian Aquifer Monitor Wells to Support Lake Okeechobee ASR Pilot Project	January 2001	Construction	Mary Deese
RFB	C-12553	L-19 & L-20 Tree Removal	January 2001	Contractual	Donna Lavery
RFB	C-12456	C-23 Main. Dredge Phase 2	January 2001	Construction	Jon Gleason
RFB	C-12457	C-24 Bank Stabilization Phase 2	January 2001	Construction	Jon Gleason
RFB	C-11460	C-35 Bank Restoration	January 2001	Construction	Marilyn Ivory
RFB	C-12489	S8 / S9 Fuel Tank Replace	January 2001	Construction	Donna Lavery
RFB	C-12495	C-4 Canal Dredging	January 2001	Construction	Jon Gleason
RFB	C-12476	PC 04 - L19	February 2001	Construction	Donna Lavery
RFB	C-12488	L-8 Piping Repair	February 2001	Construction	Jon Gleason
RFP	C-12650	SCADA/Water Management System	February 2001	Contractual	Donna Lavery
RFB	C-12494	C-4 Canal Pump Station	February 2001	Construction	Jon Gleason
RFB	C-12477	PC 12 - C 34 Replace	March 2001	Construction	Marilyn Ivory
RFB	C-12467	Loxahatchee Slough Restoration	March 2001	Construction	Jon Gleason
RFB	C-XXX	Golden Gate Str. 1 Replace	March 2001	Construction	Jon Gleason
RFB	C-12459	Faka Union #5 Retrofit	March 2001	Construction	Jon Gleason
RFB	C-11423	CR 951 Canal Improvements	March 2001	Construction	Jon Gleason
RFB	C-10412	Coco Canal Phase 4	March 2001	Construction	Jon Gleason
RFB	C-11471	Arnold Property	April 2001	Construction	Jon Gleason
RFB	C-11472	Arnold Property	April 2001	Construction	Jon Gleason

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RFB	C-11471	Arnold Property	April 2001	Construction	Jon Gleason
RFB	C-11473	Byrd Stockyard	April 2001	Construction	Jon Gleason
RFB	C-12484	Loxahatchee Slough Res. G-160	May 2001	Construction	Jon Gleason
RFB	C-12491	CREW - Youngquist Site Rest.	June 2001	Construction	Jon Gleason
RFB	C-E306	Construction of US Highway 27 Bridge & G-370 Canal	March 2001	Construction	Jessica Flathmann
RFB	C-E310	Procurement Gates & Operators	March 2001	Construction	Jessica Flathmann
RFP	C-E304	G-370 & G-372 Pump Station Construction	April 2001	Construction	Jessica Flathmann
RFB	C-E307	Construction STA 3/4 Area	April 2001	Construction	Jessica Flathmann
RFB	C-E309	Power Distribution	April 2002	Construction	Jessica Flathmann
RFB	C-E303	Construction of Spillways G-371 & G-373	May 2003	Construction	Jessica Flathmann

:"E" in Solicitation Number denotes an Everglades Project

[e \(text version\)](#) || [Back to Procurement and Contracts Page](#) || [Comments & Questions on this Page](#)